

To the Honorable Council City of Norfolk, Virginia

March 21, 2017

From:

George M._Homewood, FAICP, CFM, Planning Director

Subject:

Special exception to operate an entertainment establishment at 8418 Tidewater

Drive - Coaster Coffee, LLC

Reviewed:

Wynter C. Benda, Deputy City Manager

Ward/Superward: 5/6

Approved:

Jauglas & dm. 4h

Item Number:

C-4

Douglas L. Smith, Interim City Manager

- I. <u>Staff Recommendation:</u> Approval.
- II. <u>Commission Action:</u> By a vote of **4 to 0**, the Planning Commission recommends **Approval**.
- III. <u>Request:</u> Special exception to operate an entertainment establishment without alcoholic beverage sales.
- IV. Applicant: Coaster Coffee, LLC

V. Description:

- The property is located on the northeast corner of Tidewater Drive and Mayfield Avenue.
- The applicant is requesting a special exception for an entertainment establishment without alcohol sales within their existing coffee shop.

	Proposed	
Hours of Operation and Hours for Entertainment	5:30 a.m. until 11:00 p.m., Seven days a week	
Seating	35 seats indoors 0 seats outdoors 79 total capacity	
Entertainment Options	 3 member live band Karaoke Comedian Poetry reading 	

Special Exception history:

City Council Approval	Applicant	Request	
2008	Mommy and Me Consignment Shop	Used merchandise sales establishment	
Pending	Coaster Coffee, LLC	Entertainment establishment without alcohol	

VI. Historic Resources Impacts:

The site is not located in any local, state, or federal historic district.

VII. Public Schools Impacts

According to the Existing ABC Establishments and Norfolk Public Schools Proximity Map (see attached), the proposed property is not within 1,000 feet of a Norfolk Public School.

Staff contact: Chris Whitney at (757) 823-1253, chris.whitney@norfolk.gov

Attachments:

- Proponents and Opponents
- Staff Report to CPC dated February 23, 2017 with attachments
- Ordinance



Planning Commission Public Hearing: February 23, 2017 Executive Secretary: George M. Homewood, FAICP, CFM

Planner: Chris Whitney, CZA, CFM

Staff Report	Item No. 8		
Address	8418 Tidewater Drive		
Applicant	Coaster Coffee, LLC		
Request	Special Exception Entertainment establishment (without alcohometer)		
Property Owner	Joseph W. Godwin		
	Site/Building Area	11,038 sq. ft./2,862 sq. ft.	
	Future Land Use	Commercial	
Site Characteristics	Zoning	C-2 (Corridor Commercial)	
characteristics	Neighborhood	Crossroads	
	Character District	Suburban	
	North	R-14 (High Density Multi-Family): Multi-Family apartments	
Surrounding Area	East	R-7 (Single-Family): Single Family homes	
	South	C-2: McDonald's	
	West	OSP (Open Space Preservation District): Northside Park	



A. Summary of Request

- The property is located on the northeast corner of Tidewater Drive and Mayfield Avenue.
- The applicant is requesting a special exception for an entertainment establishment without alcohol sales within their existing coffee shop.

B. Plan Consistency

The proposed special exception is consistent with *plaNorfolk2030*, which designates this site as Commercial.

C. Zoning Analysis

i. General

- The site is located in a C-2 zoning district, which permits the proposed use by special exception.
- Coaster Coffee is currently operating as a coffee shop at this location with a small retail sales section.
- A variety of retail uses, including a bakery, as well as a used merchandise sales establishment have occupied this building since 2002.

	Proposed	
Hours of Operation and Hours for Entertainment	5:30 a.m. until 11:00 p.m., Seven days a week	
Seating	35 seats indoors 0 seats outdoors 79 total capacity	
Entertainment Options	 3 member live band Karaoke Comedian Poetry reading 	

· Special Exception history:

City Council Approval	Applicant	Request	
2008	Mommy and Me Consignment Shop	Used merchandise sales establishment	
Pending	Coaster Coffee, LLC	Entertainment establishment without alcohol	

ii. Parking

- The site is located in the Suburban Character District which requires one parking space per 150 square feet of building area.
 - o 19 parking spaces are required.
- The Zoning Ordinance of the City of Norfolk, 1992, as amended promotes the reuse of
 existing building throughout the City by crediting all buildings constructed prior to
 1992 with one space per 250 square feet without regard to whether the spaces exist
 on site or not; therefore, the proposed entertainment establishment is vested for 11
 spaces.
 - Eight parking spaces are required and there are eight marked parking spaces provided on site, including one accessible space.
 - In order to meet the bike parking requirements for a commercial space of this size,
 a bike rack will be required to be installed on the site.

iii. Flood Zone

The property is located in the X (Low to Moderate) Flood Zone which is a low-risk flood zone.

D. Transportation Impacts

- Institute of Transportation Engineers (ITE) figures estimate that this restaurant will generate 169 vehicle trips per day
- Tidewater Drive adjacent to the site is not identified as a severely congested corridor in either the AM or PM peak hours in the current update to regional Hampton Roads Congestion Management analysis.
- The site is near transit services with Hampton Roads Transit bus routes 5 (Willoughby)
 operating near the site.
- Tidewater Drive adjacent to the site is not an identified priority corridor in the City of Norfolk Bicycle and Pedestrian Strategic Plan.

E. Historic Resources Impacts

The site is not located in any local, state, or federal historic district.

F. Public Schools Impacts

The proposed property is not within 1,000 feet of a Norfolk Public School.

G. Environmental Impacts

- Within six months of adoption of this special exception, the applicant will be required
 to remove the nonconforming sign along Tidewater Drive in order to allow for all of the
 proposed improvements (sign removal, fence installation, and landscaping) to occur
 within a reasonable time frame.
- The applicant will install landscaping around the building within 60 days of adoption of this special exception:
 - Along Tidewater Drive there will be mulch beds with herb bushes, as well as a vegetable garden.

 Along Mayfield Avenue there will be another vegetable garden and a rain garden for stormwater management and beautification purposes.

H. AICUZ Impacts

N/A

60

I. Surrounding Area/Site Impacts

- Within six months of the adoption of this special exception, an eight-foot solid fence will
 be installed along the eastern property line to buffer the parking lot from the adjacent
 single-family residential property.
- In the past year, there have been no calls for police service.

J. Payment of Taxes

The owner of the property is current on all real estate taxes.

K. Civic League

- Notice was sent to the Crossroads Civic League on January 11.
- A letter of support was received from the Crossroads Civic League on January 13.

L. Communication Outreach/Notification

- Legal notice was posted on the property on January 17.
- Letters were mailed to all property owners within 300 feet of the property on February 8.
- Legal notification was placed in *The Virginian-Pilot* on February 9 and February 16.

M. Recommendation

Staff recommends that the special exception be **approved** subject to the following conditions:

- (a) The hours of operation for the establishment and for entertainment shall be limited to 5:30 a.m. until 11:00 p.m., seven days per week. No use of the establishment outside of the hours of operation listed herein shall be permitted.
- (b) The seating for the establishment shall not be less than 35 seats indoors, shall have no seats outdoors, and the total occupant capacity, including employees, shall not exceed 79 people.
- (c) No entertainment shall be permitted anywhere outside the building.
- (d) This special exception shall terminate in the event of a change in ownership of the establishment and may be revoked in the event of a change in the operation or management of the establishment as described in the Description of Operations set forth in "Exhibit A," attached hereto, provided that no termination in the event of a change in

ownership of the establishment shall be effective until 120 days after the change or until a new special exception is granted showing the new owner, whichever is earlier. Notwithstanding the above, no violation of this condition shall be deemed to have occurred if the only change in management is a result of one or more of the members of the management team identified in the Description of Operations ceasing to work at the establishment.

- (e) Entertainment shall be limited to live bands having no more than three (3) members, karaoke, comedian, and poetry reading. No other form of entertainment is permitted.
- (f) There shall be no dancing and no dance floor provided.
- (g) The layout of the establishment shall adhere to the specifications of the floor plans attached hereto and marked as "Exhibit B." Any tables, chairs, booths, stools or other movable furniture may be relocated provided that it remains only within the shaded areas and the unshaded accesses, aisles, and other areas shown on the floor plans remain unobstructed.
- (h) Landscaping shall be installed and maintained in accordance with the attached landscape plan, marked "Exhibit C," and attached hereto, subject to any revisions required by the Department of Recreation, Parks, and Open Space. All landscaping shall be installed within sixty (60) days of the adoption of this ordinance.
- (i) All landscaping installed on the site shall be maintained in a healthy growing condition at all times and shall be replaced when necessary.
- (j) A solid fence not less than eight (8) feet in height shall be installed and maintained along the eastern property line abutting the property numbered 716 Mayfield Avenue. The fence shall be installed within six (6) months of the adoption of this ordinance.
- (k) The nonconforming pole sign on Tidewater Drive shall be removed within six (6) months of the adoption of this ordinance.
- All bollards on the site shall be painted and maintained free of visible corrosion.
- (m) One bicycle parking space shall be provided on the site.
- (n) Dumpsters shall be gated and not visible from any public right-of-way.
- (o) No door to the establishment which opens onto or faces a public right-of-

- way shall be propped open during any time that entertainment is being provided.
- (p) The establishment shall maintain a current, active business license at all times while in operation.
- (q) The establishment shall remain current on all food and beverages taxes and business personal property taxes which may become due while it is in operation.
- (r) During all hours of operation, the establishment operator shall be responsible for maintaining those portions of public rights-of-way improved by sidewalk and portions of any parking lot adjacent to the premises regulated by the special exception so at to keep such areas free of litter, refuse, and both solid and liquid waste.
- (s) The establishment shall maintain a designated driver program which shall provide, at minimum, that designated drivers may be served non-alcoholic beverages at no charge. The establishment shall describe the program in writing and its availability shall be made known to patrons via either a printed card placed on each table and on the bar or a description printed on the menu.
- (t) The business authorized by this special exception shall be conducted in accordance with the Description of Operations set forth in "Exhibit A," attached hereto. The representations made in "Exhibit A" shall be binding upon all owners, operators and managers who operate and/or manage the premises covered by this special exception. Should any owner, operator or manager desire to operate the business in a manner different than as represented in "Exhibit A," a new special exception must be obtained prior to implementing such change. Where any limitation or representation contained in "Exhibit A" is inconsistent with any condition of this ordinance, the conditions of this ordinance shall govern.
- (u) The violation of any requirement, limitation, or restriction imposed by the Virginia ABC Commission shall be deemed a violation of this special exception. This special exception may be revoked for any violation of a general or specific condition, including a condition incorporated by reference and including a condition arising from requirements, limitations, or restrictions imposed by the ABC Commission or by Virginia law.
- (v) Neither the establishment nor any portion of it shall be leased, let, or used by any third party to stage an event for profit. No outside promoter

shall be permitted to use, operate, rent, or host any event on the premises.

- (w) An ABC manager, employed and compensated by the applicant, shall be present at all events held on the premises. This manager shall supervise the event at all times. The ABC manager shall be present on the premises at least one hour prior to the beginning of the event and shall remain on the premises until the event is concluded and the establishment is secured and locked. If alcohol is not served or consumed, a responsible supervisor, employed and compensated by the applicant, shall perform this function.
- (x) In addition to the ABC manager or supervisor the applicant shall provide such additional paid staff as may be necessary to coordinate, supervise, and manage any event held on the premises.
- (y) No patrons or guests shall be charged a cover charge or fee for entry to the establishment.
- (z) A copy of this Adult Use Special Exception ordinance and Exhibits shall be available on the premises at all times for inspection, and a notice indicating that this Adult Use Special Exception ordinance and all amendments are kept on the premises and are available for review by any member of the general public shall be posted in a visible location. The notice shall also contain information on where and how to report violations of conditions and shall include the address of the zoning administrator.
- (aa) A binder or folder containing documentation relating to the operation of the establishment shall be kept on the premises at all times and shall be produced upon request made by any person. For purposes of this section, the documentation relating to the operation of the establishment shall include copies of the following:
 - (1) This special exception;
 - (2) Any ABC license(s);
 - (3) Any occupancy permit(s);
 - (4) Certifications of all persons who work on the premises as a security guard;
 - (5) All fire code certifications, including alarm and sprinkler inspection records;

- (6) Any health department permit(s);
- (7) The emergency action plan required under the Fire Prevention Code;
- (8) The names, addresses, and phone numbers of all persons who manage or supervise the establishment at any time;
- (9) The establishment's designated driver program; and
- (10) The establishment's Security Plan.
- (bb) The business shall provide in-house security or retain the services of a licensed security firm to provide security services at a rate of one security guard per 50 guest occupants on the property whenever occupancy shall exceed 59 people or when otherwise required by at least 36 hours prior written notice of the Fire Marshal, Chief of Police, or any designee of either. After 8:00 p.m. each Friday and Saturday as well as during special events, a security supervisor certified either in the Responsible Hospitality Training course offered by the City of Norfolk or in accordance with the requirements of the Virginia Department of Criminal Justice Services shall be present on the property.
- (cc) The written security plan submitted to the City as part of the application for this special exception and on file with the Department of Planning shall remain in full force and effect at all times while the establishment is in operation.

Attachments

General standards and considerations for special exception uses
Location Map
Zoning Map
Application
Landscape Plan
Notification list of all property owners within 300 feet of the site
Notice to the Crossroads Civic League
Letter of Support from Crossroads Civic League

25-7 - General standards and considerations for special exception uses.

No application for a special exception shall be approved unless the city council, after review of the recommendation of the planning commission, shall determine that the proposed special exception use is appropriate in the location proposed based upon its consideration of the general standards set forth below and, where applicable, the special standards for specific uses. No application for a special exception shall be recommended or granted pursuant to this chapter unless the application is determined to be in compliance with the following:

- 25-7.1 Compliance with ordinance and district purposes. The proposed use and development will be in harmony with the objectives and policies of the adopted general plan of Norfolk and with the general and specific purposes for which this ordinance was enacted and for which the regulations of the district in question were established.
- 25-7.2 No substantial impairment of property value. The proposed use and development will not substantially diminish or impair the value of the property within the neighborhood in which it is located.
- 25-7.3 No undue adverse impact. The proposed use and development will not have an adverse effect upon the character of the area or the public health, safety and general welfare. Conditions may be applied to the proposed use and development, as specified in section 25-8 below, to mitigate potential adverse impacts.
- 25-7.4 No interference with surrounding development. The proposed use and development will be constructed, arranged and operated so as not to interfere with the use and development of neighboring property in accordance with the applicable district regulations.
- 25-7.5 Adequate public facilities. The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools.
- 25-7.6 No traffic congestion. The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.
- 25-7.7 No destruction of significant features. The proposed use and development will not result in the destruction, loss or damage of natural, scenic or historic features of significant importance.
- 25-7.8 No pollution of environment. The proposed use and development will not cause substantial air, water, soil or noise pollution or other types of pollution which cannot be mitigated.
- 25-7.9 No negative cumulative effect. The proposed use and development will not cause a negative cumulative effect, when its effect is considered in conjunction with the cumulative effect of various special exception uses of all types on the immediate neighborhood and the effect of the proposed type of special exception use on the city as a whole.
- 25-7.10 Compliance with standards. The proposed use and development complies with all additional standards imposed on it by the particular provisions of the ordinance authorizing such use.
- 25-7.11 Payment of real estate taxes. No application for a special exception shall be recommended or granted until any and all delinquent real estate taxes owed to the City of Norfolk on the subject property have been paid.

Proponents and Opponents

Proponents

Crystal Johnson – Applicant 8418 Tidewater Drive Norfolk, VA 23518

Christina Cisak – Applicant 8418 Tidewater Drive Norfolk, VA 23518

Opponents

None

02/22/2017 lds

Form and Correctness Approved

Office of the City Attorney

NORFOLK, VIRGINIA

Contents Approved: CW

DEPT.

ORDINANCE No.

AN ORDINANCE GRANTING A SPECIAL EXCEPTION AUTHORIZING THE OPERATION OF AN ENTERTAINMENT ESTABLISHMENT KNOWN AS "COASTER COFFEE" ON PROPERTY LOCATED AT 8418 TIDEWATER DRIVE.

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That a Special Exception is hereby granted to Coaster Coffee, LLC authorizing the operation of an entertainment establishment known as "Coaster Coffee" on property located at 8418 Tidewater Drive. The property which is the subject of this Special Exception is more fully described as follows:

Property fronts 100 feet, more or less, along the eastern line of Tidewater Drive and 105 feet, more or less, along the northern line of Mayfield Avenue; premises numbered 8418 Tidewater Drive.

Section 2:- That the Special Exception granted hereby shall be subject to the following conditions:

- (a) The hours of operation for the establishment and for entertainment shall be limited to 5:30 a.m. until 11:00 p.m., seven days per week. No use of the establishment outside of the hours of operation listed herein shall be permitted.
- (b) The seating for the establishment shall not be less than 35 seats indoors, shall have no seats outdoors, and the total occupant capacity, including employees, shall not exceed 79 people.
- (c) No entertainment shall be permitted anywhere outside the building.
- (d) This special exception shall terminate in the event of a change in ownership of the establishment and may be revoked in the event of a change in the

operation or management of the establishment as described in the Description of Operations set forth in "Exhibit A," attached hereto, provided that no termination in the event of a change in ownership of the establishment shall be effective until 120 days after the change or until a new special exception is granted showing the new owner, whichever is earlier. Notwithstanding the above, no violation of this condition shall be deemed to have occurred if the only change in management is a result of one or more of the members of the management team identified in the Description of Operations ceasing to work at the establishment.

- (e) Entertainment shall be limited to live bands having no more than three (3) members, karaoke, comedian, and poetry reading. No other form of entertainment is permitted.
- (f) There shall be no dancing and no dance floor provided.
- (g) The layout of the establishment shall adhere to the specifications of the floor plans attached hereto and marked as "Exhibit B." Any tables, chairs, booths, stools or other movable furniture may be relocated provided that it remains only within the shaded areas and the unshaded accesses, aisles, and other areas shown on the floor plans remain unobstructed.
- (h) Landscaping shall be installed and maintained in accordance with the attached landscape plan, marked "Exhibit C," and attached hereto, subject to any revisions required by the Department of Recreation, Parks, and Open Space. All landscaping shall be installed within 60 days of the adoption of this ordinance.
- (i) All landscaping installed on the site shall be maintained in a healthy growing condition at all times and shall be replaced when necessary.
- (j) A solid fence not less than eight (8) feet in height shall be installed and maintained along the eastern property line abutting the property numbered 716

- Mayfield Avenue. The fence shall be installed within 180 days of the adoption of this ordinance.
- (k) The nonconforming pole sign on Tidewater Drive shall be removed within 180 days of the adoption of this ordinance.
- (1) All bollards on the site shall be painted and maintained free of visible corrosion.
- (m) Not less than one (1) bicycle parking space shall be provided on the site.
- (n) Dumpsters shall be gated and not visible from any public right-of-way.
- (o) No door to the establishment which opens onto or faces a public right-of-way shall be propped open during any time that entertainment is being provided.
- (p) The establishment shall maintain a current, active business license at all times while in operation.
- (q) The establishment shall remain current on all food and beverages taxes and business personal property taxes which may become due while it is in operation.
- (r) During all hours of operation, the establishment operator shall be responsible for maintaining those portions of public rights-of-way improved by sidewalk and portions of any parking lot adjacent to the premises regulated by the special exception so at to keep such areas free of litter, refuse, and both solid and liquid waste.
- (s) The establishment shall maintain a designated driver program which shall provide, at minimum, that designated drivers may be served non-alcoholic beverages at no charge. The establishment shall describe the program in writing and its availability shall be made known to patrons via either a printed card placed on each table and on the bar or a description printed on the menu.
- (t) The business authorized by this special exception shall be conducted in accordance with the

Description of Operations set forth in "Exhibit A," attached hereto. The representations made in "Exhibit A" shall be binding upon all owners, operators and managers who operate and/or manage the premises covered by this special exception. Should any owner, operator or manager desire to operate the business in a manner different than as represented in "Exhibit A," a new special exception must be obtained prior to implementing such change. Where any limitation or representation contained in "Exhibit A" is inconsistent with any condition of this ordinance, the conditions of this ordinance shall govern.

- (u) The violation of any requirement, limitation, or restriction imposed by the Virginia ABC Commission shall be deemed a violation of this special exception. This special exception may be revoked for any violation of a general or specific condition, including a condition incorporated by reference and including a condition arising from requirements, limitations, or restrictions imposed by the ABC Commission or by Virginia law.
- (v) Neither the establishment nor any portion of it shall be leased, let, or used to stage any private party and no outside promoter shall be permitted to use, operate, rent, or host any event on the premises.
- (w) No patrons or guests shall be charged a cover charge or fee for entry to the establishment.
- (x) A copy of this Adult Use Special Exception ordinance and Exhibits shall be available on the premises at all times for inspection, and a notice indicating that this Adult Use Special Exception ordinance and all amendments are kept on the premises and are available for review by any member of the general public shall be posted in a visible location. The notice shall also contain information on where and how to report violations of conditions and shall include the address of the zoning administrator.
- (y) A binder or folder containing documentation relating to the operation of the establishment

shall be kept on the premises at all times and shall be produced upon request made by any person. For purposes of this section, the documentation relating to the operation of the establishment shall include copies of the following:

- (1) This special exception;
- (2) Any ABC license(s);
- (3) Any occupancy permit(s);
- (4) Certifications of all persons who work on the premises as a security guard;
- (5) All fire code certifications, including alarm and sprinkler inspection records;
- (6) Any health department permit(s);
- (7) The emergency action plan required under the Fire Prevention Code;
- (8) The names, addresses, and phone numbers of all persons who manage or supervise the establishment at any time;
- (9) The establishment's designated driver program; and
- (10) The establishment's Security Plan.
- The business shall provide in-house security or retain the services of a licensed security firm to provide security services at a rate of one security guard per 50 guest occupants on the property whenever occupancy shall exceed 59 people or when otherwise required by at least 36 hours prior written notice of the Fire Marshal, Chief of Police, or any designee of either. After 8:00 p.m. each Friday and Saturday as well as during special events, a security supervisor certified either in the Responsible Hospitality Training course offered by the City of Norfolk or in accordance with the requirements of the Virginia Department of Criminal Justice Services shall be present on the property.

(aa) The written security plan submitted to the City as part of the application for this special exception and on file with the Department of Planning shall remain in full force and effect at all times while the establishment is in operation.

Section 3:- That the City Council hereby determines that the Special Exception granted herein complies with each of the requirements of § 25-7 of the Zoning Ordinance of the City of Norfolk, 1992 (as amended).

Section 4:- That this ordinance shall be in effect from the date of its adoption.

ATTACHMENTS:

Exhibit A (4 pages)

Exhibit B (1 page)

Exhibit C (1 page)



EXHIBIT "A" Description of Operations Entertainment Establishment (Please Print)

Date 7-5-17	
Trade name of business Coaster Coffee, LUC	
Address of business 8418 Tidewater Drive	AARIN DIMMOY BILL CHINNOSTH
Name(s) of business owner(s)* Ocean View Church,	Inc. Scott Mc Guil JUSTIN SLEEPER
Name(s) of property owner(s)*	
Name(s) of business manager(s)/operator(s) Crystal Joh	ANSON CHRISTINA CISAR Eric Sherwood
Daytime telephone number (334) 210-5193	
*If business or property owner is a partnership, all partners it to business or property owner is an LLC or Corporation, all	must be listed. principals must be listed.
1. Proposed Hours of Operation:	
Facility Weekday From 5:30 AM To 11:00 Meekday	From 5:30 An To 11:00 PM
Friday From 5:30 To Friday	
Saturday From 5:30 To 1 Saturday	From 5:30 To
Sunday From 5:30 To 11 — Sunday	From 5:30 To
2. Type of ABC license applied for (check all applicable both of the control of t	xes): cation required)
3. Type of alcoholic beverage applied for: □ Beer □ Wine □ Mixed Beverage	

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Exhibit A – Page 2 Entertainment Establishment

4.	Will vio □ Yes	deo games, pool tables, game boards or other types of games be provided? (If more than 4, additional application required)
	4a	If yes, please describe type and number of each game to be provided:
5.	Will pa □ Yes	atrons ever be charged to enter the establishment? ☑ No
	5a.	If yes, why:
	5b.	Which days of the week will there be a cover charge (circle all applicable days Monday Tuesday Wednesday Thursday Friday Saturday Sunday
3.	Will th Yes 6a.	e facility or a portion of the facility be available for private parties?
7.	Will a □ Yes	third party (promoter) be permitted to lease, let or use the establishment?
	7a.	If yes, explain:
8.	Will the	ere ever be a minimum age limit?

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Exhibit A – Page 3 Entertainment Establishment

9. Additional co	omments/descri	iption/operation	al characteristics or	prior experience.

Note: If smoking is permitted, then floor plans must be submitted showing all necessary building requirements for such facility

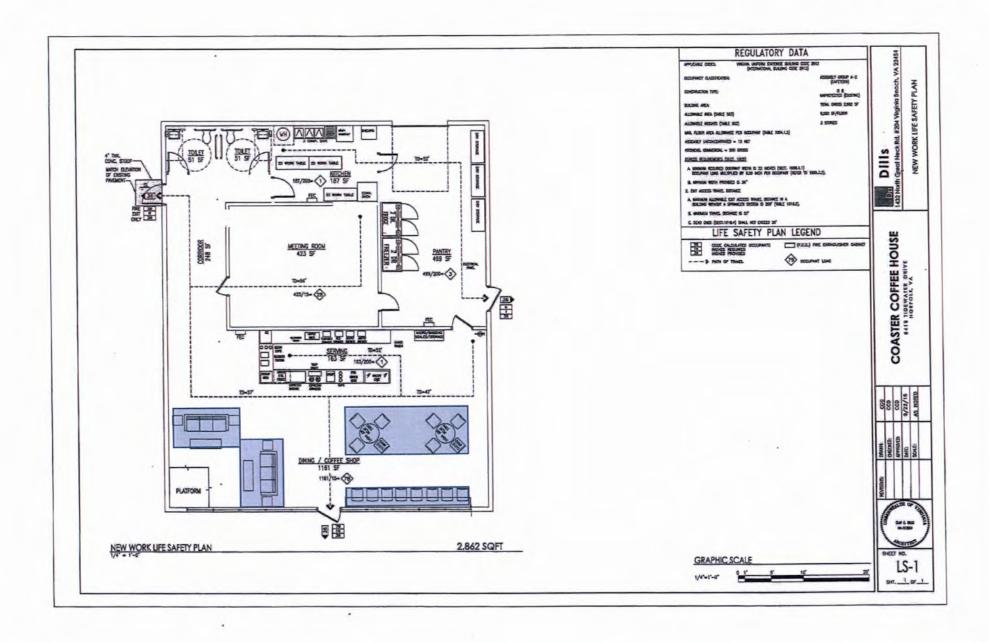
Signature of Applicant

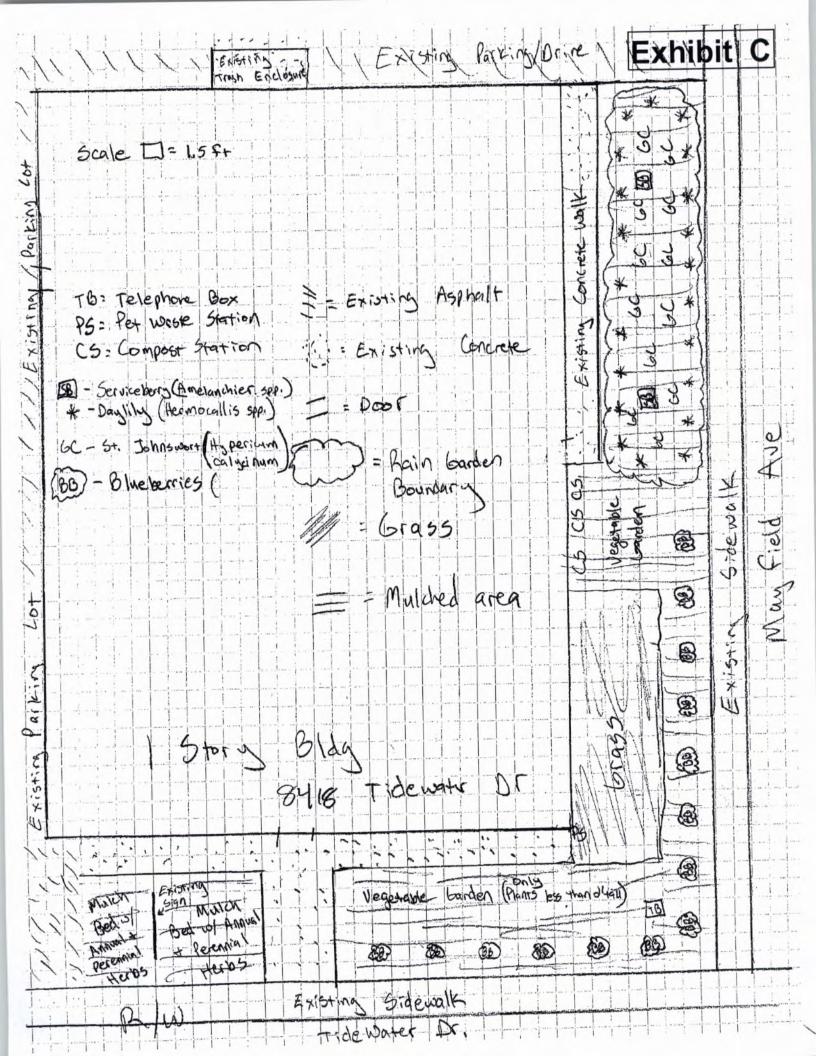
Exhibit A – Floor Plan(s) Worksheet Entertainment Establishment

	Complete this worksheet based for each floor plan submitted with application. Floor plan(s) must be prepared by a registered design professional and include: Tables/seats Restroom facilities Bar Ingress and egress Standing room Disc Jockey/Band/Entertainment area) Outdoor seating Total maximum capacity (including employees)
1.	Total capacity
	a. Indoor Number of seats (not including bar seats) Number of bar seats Standing room 35 40
	b. Outdoor Number of seats
	c. Number of employees
To (Ir	otal Occupancy ndoor/Outdoor seats, standing room and employees) = <u>79</u>
	Entertainment List ANY type of entertainment proposed other than a 3 member live band, karaoke, comedian, or poetry reading.
3.	. Will a dance floor be provided? □ Yes ☑ No
	3a. If yes, Square footage of establishment Square footage of dance floor
	 If a disc jockey is proposed, a dance floor must be provided. If the dance floor is more than 10% of the square footage of the establishment, a Dance Hall permit is required.

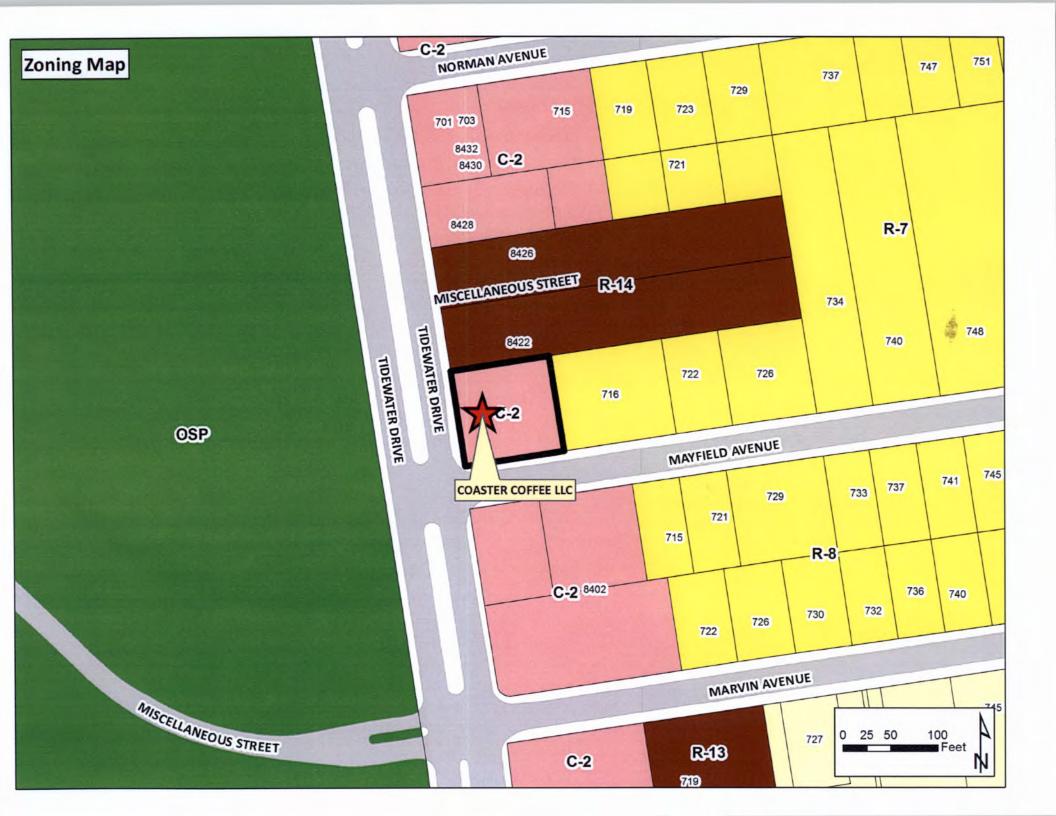
DEPARTMENT OF CITY PLANNING

Exhibit B











APPLICATION ADULT USE SPECIAL EXCEPTION ENTERTAINMENT ESTABLISHMENT (Please Print)

Date 1-5-17
DESCRIPTION OF PROPERTY
Address 8418 TIDE WATER DR NORFOLK VA 23518
Existing Use of Property COFFEE SHOP
Proposed Use
Current Building Square Footage 2862
Proposed Building Square Footage 2862
Trade Name of Business (If applicable) _ Coaster Coffee LLC
APPLICANT (If applicant is a LLC or a Corp./Inc., include name of official representative and/or all partners
1. Name of applicant: (Last) JOHNSON (First) CRYSTAL (MI) 5
Mailing address of applicant (Street/P.O. Box): 9504 Selby Place
(City)(State)(Zip Code) 23503
Daytime telephone number of applicant (334) 216 - 5193 Fax ()
E-mail address of applicant: Info @ Logster . Loffee

DEPARTMENT OF CITY PLANNING

Application Entertainment Establishment Page 2

2. Name of applicant: (Last)	(First)	(MI)
Mailing address of applicant (Street/P.O. Box):		
(City)(State)	(Zip Code)	
Daytime telephone number of applicant ()	Fax ()	
E-mail address of applicant:		
property owner is a LLC or a Corp./Inc., include r		
3. Name of property owner: (Last) Godwin	(First)	(MI)
3. Name of property owner: (Last) Godwin Mailing address of property owner (Street/P.O. b		
	ox): 4820 Brigado	on Drive
Mailing address of property owner (Street/P.O. b	ox): 4820 Brigado -(Zip Code) 2	on Drive 3455
Mailing address of property owner (Street/P.O. b (City) <u>Virginia Beach</u> (State) <u>VA</u>	ox): 4820 Brigado -(Zip Code) 2	on Drive 3455
Mailing address of property owner (Street/P.O. b. (City) <u>Virginia Beach</u> (State) <u>VA</u> Daytime telephone number of owner ()	ox): 4820 Brigado -(Zip Code) 2 email: <u>Godwinj</u>	on Drive 3455 W@aol.com
Mailing address of property owner (Street/P.O. b. (City) <u>Virginia Beach</u> (State) <u>VA</u> Daytime telephone number of owner ()	ox): 4820 Brigado -(Zip Code) 2 email: <u>Godwinj</u>	on Drive 3455 W@aol.com

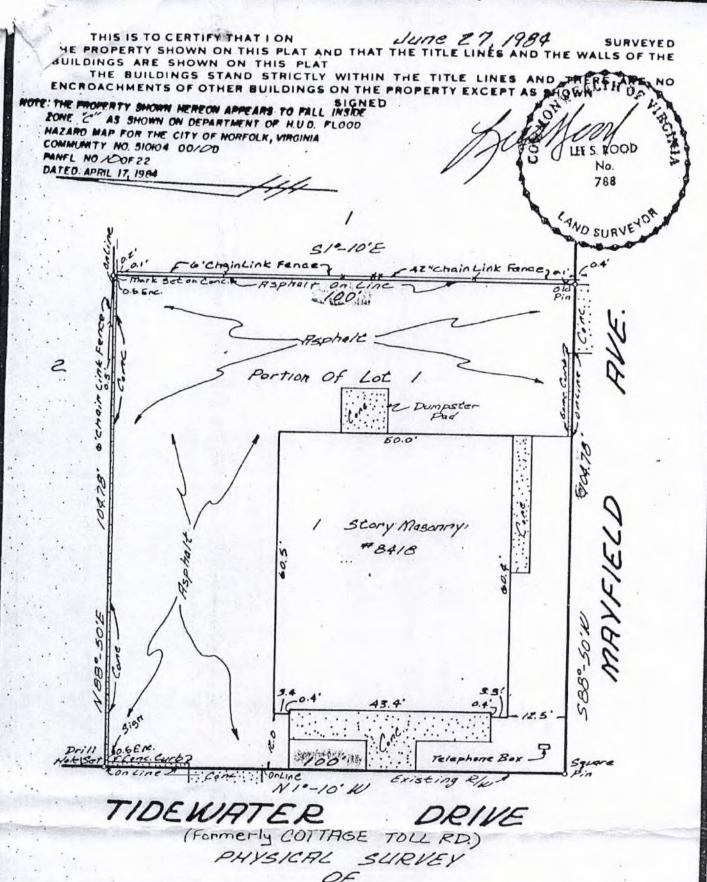
DEPARTMENT OF CITY PLANNING

Application Entertainment Establishment Page 3

REQUIRED ATTACHMENTS

CERTIFICATION I hereby submit this complete appli herein is true and accurate to the best		ne information	-containe
Print name: J.w. Solwi, Jr. (Property Owner or Authoriza	Sign Bignature)	1669	(Date)
Print name: Crystal Johnson (Applicant)	Sign: Cupical Jan.	m 116	117
LY NEEDED IF APPLICABLE:			
Print name:	Sign:	1	1

DEPARTMENT OF CITY PLANNING



W. 104.78' OF LOT 1, BLOCK 1, PLAT A COLONIAL HEIGHTS NORFOLK, VIRGINIA SECURITY PLAN
OF
OCEAN VIEW CHURCH, INC
FOR
COASTER COFFEE, LLC
8418 Tidewater Drive
Norfolk, VA 23518

Definition of "Security"

se·cu·ri·ty - noun

- 1. freedom from danger, risk, etc.; safety.
- 2. freedom from worry, anxiety, or doubt; well-founded confidence.
- 3. something that secures or makes safe; protection; defense.
- 4. precautions taken to guard against crime, attack, etc.

Goals:

- To create a safe and secure environment within Coaster Coffee patrons.
- To provide a level of control and safety for all arriving and departing guests of Coaster Coffee.
- To mitigate any noise or inappropriate conduct by patrons of Coaster Coffee entering or leaving the facility which impairs the quiet enjoyment of immediate neighbors, particularly residents living nearby.
- To peacefully and effectively resolve all dangerous situations before any injury to any person or property may occur. The Coaster Coffee staff or security team shall provide an assertive presence by displaying integrity and professionalism while executing their duties and responsibilities in an effort to maintain security, protection, and safety of members of the public.
- To ensure a complete, orderly, safe, and swift evacuation of the facility in case of fire, explosion, or any other uncontrolled dangers within the building.
- To protect and promote the courteous, inviting, and hospitable character of the neighborhood and the City of Norfolk generally.

Features of the Plan:

Security Team:

A security team made up of at least two members of Ocean View Church, Inc. will be present during any entertainment events held at Coaster Coffee, LLC.

Rules and Regulations:

Coaster Coffee operates as a safe family friendly environment, as such we prohibit the use of illegal substances and alcohol on the premises. Our facility is a smoke-free restaurant, patrons who violate the smoking prohibition will be asked to smoke in the designated smoking area of the parking lot. If they refuse they will be asked to leave.

Access:

All vehicular traffic will enter the parking lot from Tidewater Drive and exit the lot on Mayfield Drive.

Integration:

Coaster Coffee will cooperate with law enforcement in situations which either involve the possible commission of a crime or which warrant police intervention. We will also work with neighboring establishments to address issues which might come up between business or in the public areas immediately adjacent to the businesses.

Uniform for Security Team:

Uniforms are intended to help patrons, law enforcement, and emergency responders readily identify who from the facility is designated as responsible for maintaining security and empowered to implement or impose the facilities rules and regulations. Security members will wear vest or other identifitying marker noting they are security/staff for the event.

(Virginia law does not permit any person who is not certified by the Department of Criminal Justice Services to wear any article of clothing identifying himself as "Security." This means that staff members who are hired by the facility in order to provide security may not display "Security" on their person. A designation of "Staff" is acceptable.)

Security Team Personnel:

In addition to any Coaster Coffee employees present at the time of entertainment, 2 security members from Ocean View Church will be present one will be Security Team Leader.

At all times, at least one of the persons in each of the designated positions shall be certified by the Virginia Department of Criminal Justice Services (DCJS).

General Duties and Responsibilities:

Each member of the Security Team will be trained to set up and control queuing in accordance with any floor plans approved through the City's special exception process. All members shall work in concert to maintain order within the facility and outside in the immediate surroundings so as to prevent any activity which would interfere with the quiet enjoyment of nearby property owners or leaseholders.

All team members will be knowledgeable of each other's duties and responsibilities so as to be able to assist one another whenever necessary.

IT IS THE DUTY OF EVERY MEMBER OF THE TEAM TO PROTECT THE ESTABLISHMENT, ITS PATRONS, AND EMPLOYEES FROM ANY AND ALL PERCEIVED AND REAL THREATENING SITUATIONS.

Security Team Leader:

- Supervise all other security team members and monitors all members' compliance with this Security Plan.
- Enforce occupancy limits in accordance with any floor plans approved through the City's special exception process. The Leader may rely on information about the number of patrons entering and leaving the facility that might be gathered by other members of the security team.
- · Report directly the facility's manager.
- Rove entire venue during operating hours to ensure patron flow and maintenance of open aisles and clear pathways to exits.
- Liaison to state and city enforcement officers and emergency responders
- •During emergency evacuation, ensure that all security team members are properly executing emergency duties and responsibilities.

Roving Security:

- •Identify and address hazards as they arise throughout the facility.
- Maintain security in restroom corridor.
- Rove entire venue during operating hours to ensure patron flow and maintenance of open aisles and clear pathways to exits.
- Regularly check emergency exits to ensure they are clear and accessible.

Emergency Evacuation Plan:

All patrons will be directed out of the building using the building safety guides. Front entrance and parking lot side emergency door are exit locations. Fire extinguishers are located in all used rooms of the building including café, warehouse and kitchen. Once patrons have exited the building they will be directed to the back corner of property if exiting the side door or under the free standing sign post (near handicap parking) on the front corner of property when exiting front door. If an exit is blocked the side door on the Mayfield Dr. side can be used to exit the building through the warehouse and will meet on the other side of Mayfield Dr.

Coaster Coffee - Notification sent to all Property Owners within 300 feet

Property Owner	Property Address	Mailing Address	
Arigo, Alfonso D & Corazon M-	733 Mayfield Av	733 Mayfield Ave 4876 Princess Anne Rd Ste 118	Norfolk VA
Baro, Llc	8422 Tidewater Dr	# 102	Virginia Beach VA
Browning, Joseph C & Jordan H	726 Marvin Av	726 Marvin Ave	Norfolk VA
Camomile, Douglas Scott	8428 Tidewater Dr	8428 Tidewater Dr	Norfolk VA
Careccia, Joseph J & Sharon L	730 Marvin Av	730 Marvin Ave	Norfolk VA
City Of Norfolk	8100 Granby St	810 Union St Rm 900	Norfolk VA
Conte, Dianna G Living Trust Et Al	715 Norman Av	8539 Wayland St	Norfolk VA
Conte, Dianna G Living Trust Et Al	8434 Tidewater Dr	8539 Wayland St	Norfolk VA
Edwards, David A Trust	721 Norman Av	9000 Us Highway 192 Lot 1000	Clermont FL
Edwards, David A Trust	723 Norman Av	1714 Se Westmoreland Blvd	Port St Lucie FL
Godwin, Joseph W	8418 Tidewater Dr	4820 Brigadoon Dr	Virginia Beach VA
Golden Arch Realty Corp	S S Mayfield Av	Po Box 9748	Norfolk VA
Golden Arch Realty Corp	8404 Tidewater Dr	Po Box 9748	Norfolk VA
Golden Arch Realty Corp	8402 Tidewater Dr	Po Box 9748	Norfolk VA
Golden, Jennifer M & Nathan L	719 Norman Av	719 Norman Ave	Norfolk VA
Hann, Jianliang	734 Mayfield Av	764 Mayfield Ave	Norfolk VA
Kay, Annamarie D Et Als	722 Marvin Av	4491 Burning Tree Ct	Suffolk VA
Markun, J Carl Living Trust	721 Mayfield Av	2221 Sussex Pl	Newport News VA
Mumford, Maria J	729 Mayfield Av	2501 Tarpon Ct	Norfolk VA
Owens, Idella P Revocable Living			
Trust	722 Mayfield Av	1200 Sheppard Ave	Norfolk VA
Partin, John T	729 Norman Av	729 Norman Ave	Norfolk VA
Sunrise Apartments, Llc	8426 Tidewater Dr	1053 Ducking Point Trl	Virginia Beach VA
Tidewater Restaurant Properties Llc	8370 Tidewater Dr	2316 Virginia Beach Blvd	Virginia Beach VA
Walker, Donnell G	716 Mayfield Av	716 Mayfield Ave	Norfolk VA

Whitney, Chris

From: McDonald, Colette

Sent: Wednesday, January 11, 2017 4:41 PM

To: 'hankmech99@cox.net'; 'crossroadscivicleague@gmail.com'

Cc: Smigiel, Thomas; McClellan, Andria; Ransom, Carlton (Carlton.Ransom@norfolk.gov);

Whitney, Chris

Subject: New Planning Commission Item - 8418 Tidewater Drive

Attachments: Application.pdf

Ms. Russell and Mr. Brown,

Attached please find an application from **COASTER COFFEE LLC**, for a special exception to operate an entertainment establishment at 8418 Tidewater Drive.

Staff contact: Chris Whitney at (757) 823-1253, chris.whitney@norfolk.gov

This item is tentatively scheduled for the February 23, 2017 Planning Commission public hearing.

Thank you,

Colette McDonald City of Norfolk Planning Technician

NORFOLK

Planning Department 810 Union Street | Suite 508 Norfolk, VA 23510 Email | Colette.McDonald@Norfolk.gov Phone | (757) 664-6771



Crossroads Civic League

8051 Chesapeake Blvd, Norfolk, VA 23518

Crossroads.norfolk.cares@gmail.com

President Henry Brown

Vice President Sheri Hogue
(757) 746-4688

(757) 761-5832

January 13, 2017

Collette McDonald,

We had a presentation about Coaster Coffe's application for an exemption to operate as an entertainment establishment at our Civic League Meeting last night.

By a <u>unanimous vote of 15</u> league members present, we approved of their application. We welcome them as an Asset in Crossroads.

Thank You,

Sheri Hogue VP Crossroads Civic League crossroadscivicleague@gmail.com